DOCUMENT RESUME

ED 082 355 EA 005 471

TITLE	Sanitation & Safety for Child Feeding Programs.
INSTITUTION	Florida State Dept. of Education, Tallahassee.; Florida State Dept. of Health and Rehabilitative Services, Tallahassee.
PUB DATE	72
NOTE	42p.; Revision and rewriting of a Guide, Florida School Lunch Sanitation and Safety, Bulletin 33-F
EDRS PRICE	MF-$0.65 HC-$3.29
DESCRIPTORS	Dishwashing; *Food Handling Facilities; *Food Service; Food Standards; *Lunch Programs; *Safety; *Sanitation

ABSTRACT

In the interest of promoting good health, sanitation, and safety practices in the operation of child feeding programs, this bulletin discusses practices in personal grooming and wearing apparel; the purchasing, storage, handling, and serving of food; sanitizing equipment and utensils; procedures to follow in case of a food poisoning outbreak; some safety practices to prevent injuries; the care and disposal of garbage and trash; pest control; and sanitation responsibilities. Illustrations accompany the text. (Author/MLF)

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ED 082355

Sanitation & Safety for Child Feeding Programs

Revision
and
rewriting of
A Guide,
Florida
School Lunch
Sanitation
and
Safety

Bulletin 33-F
Revised, 1972

FLORIDA DEPARTMENT OF EDUCATION • FLOYD T. CHRISTIAN, COMMISSIONER
AND
FLORIDA DEPARTMENT OF HEALTH AND REHABILITATIVE SERVICES
DIVISION OF HEALTH • WILSON T. SOWDER, DIRECTOR

EA 005 471

"SANITATION IS A WAY OF LIFE. IT IS THE QUALITY OF LIVING THAT IS EXPRESSED IN THE CLEAN HOME, THE CLEAN FARM, THE CLEAN BUSINESS AND INDUSTRY, THE CLEAN NEIGHBORHOOD, THE CLEAN COMMUNITY. BEING A WAY OF LIFE IT MUST COME FROM WITHIN THE PEOPLE; IT IS NOURISHED BY KNOWLEDGE AND GROWS AS AN OBLIGATION AND AN IDEAL IN HUMAN RELATIONS."

The National Sanitation Foundation

The Division of Health, Florida Department of Health and Rehabilitative Services is pleased to join the Florida Department of Education in the presentation of "Sanitation and Safety for Child Feeding Programs." The purpose of this guide is to promote good health, sanitation and safety practices in the operation of child feeding programs.

The care and education of our young people are indispensable to Florida's health and welfare. Child feeding programs, through their influence on the total development of pre-school, elementary and high school students, should make an important contribution to individual and community health.

Food service personnel, health authorities and all other persons associated with the child feeding program will find this manual valuable.

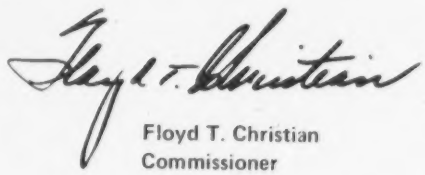
Wilson T. Sowder

Wilson T. Sowder, M.D.
Director, Division of Health

Because of the critical position food service employees in schools and institutions hold in maintaining child health, it is felt that there is a need for this publication.

Sound sanitation and safety practices not only safeguard child health, but educate by example for the perpetuation of those practices. This imposes a double responsibility.

It is my hope that "Sanitation and Safety for Child Feeding Programs" will be used as a reference manual in the operation of school and institution food service departments.



Floyd T. Christian
Commissioner

INTRODUCTION

Feeding children is an important job. Keeping informed on good practices is the responsibility of everyone in food service.

Food and Nutrition Services, Florida Department of Education and the Division of Health, Florida Department of Health and Rehabilitative Services would like to pay tribute to all food service employees who have prepared and served food safely to Florida children in schools, child care centers and summer programs. This food service program for children has earned a reputation for clean kitchens, clean employees and wholesome food. The purpose of this bulletin is to help maintain this good reputation.

TABLE OF CONTENTS

	PAGE
PERSONNEL	1
CARE IN PURCHASING, HANDLING AND SERVING FOOD	3
SAFE AND SANITARY FACILITIES, EQUIPMENT AND UTENSILS	6
FOOD POISONING	17
SAFETY PRACTICES	19
STORAGE OF UTENSILS AND FOOD	25
DISHWASHING AND SANITIZING	28
CARE AND DISPOSAL OF GARBAGE AND TRASH	30
PEST CONTROL	31
SANITATION RESPONSIBILITIES	32
DANGER BY DEGREES	33
THE FUNDAMENTAL FIVE OF SAFE FOOD SERVICE	34

hair net
hair neatly combed
daily bath
no body odor
clean uniform and apron
clean hands and nails
smooth hose
clean shoes
low heels

PERSONNEL

There are fewer germs or bacteria present when food service personnel are clean.

BODY

It is necessary to:

—wash hands

BEFORE	AFTER
beginning work	using the toilet
touching food	using disposable tissue
serving food	coughing or sneezing
	handling hair or face
	handling money
	handling raw poultry or meat
	picking things off the floor
	handling anything dirty
	busing or scraping soiled dishes
	smoking

—keep the body clean by bathing at least once a day.
—use plenty of hot water and soap in bathing.
—keep fingernails short, well trimmed, clean and unpolished.
—shampoo hair as frequently as needed and keep it neatly styled.
—use a deodorant daily or more often if needed.
—wear invisible hair nets or caps or use sufficient hair spray to keep the hair controlled and in place.

WEARING APPAREL

Those in food service work should:

—wear a clean, light colored uniform.
—avoid the use of a sweater or jacket over uniform.
—change into clean underwear, hosiery and uniform daily.
—wear comfortable, low heeled shoes, properly cleaned and in good repair.
—refrain from wearing jewelry when in uniform.

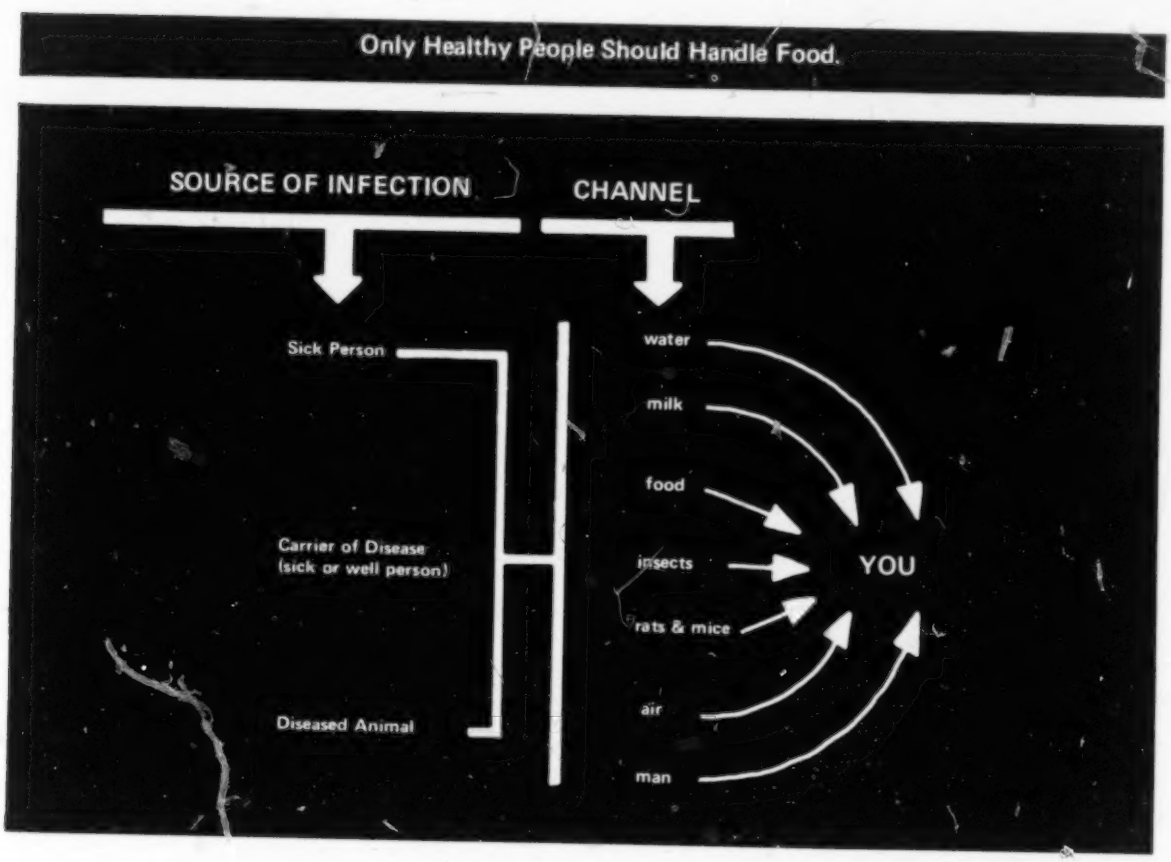
SANITATION PRACTICES

Disease can be passed from person to person. As a food service employee, your health affects you and your work and, also, the health of the children in your school or institution. For good sanitation practices remember to:

- –not chew gum while working.
- –not use tobacco in any form in the kitchen, dining or serving area.
- –keep purses, street shoes and other street clothing in employee lounge.
- –use combs, makeup kits and nail files in the rest room and never in the kitchen, dining or serving areas.
- –stay away from work if suffering from open sores, boils, an infected cut, a cold, sore throat, scarlet fever, flu, virus infection or other communicable disease.
- –have the approval of a physician before reporting for work if you have been exposed to a communicable disease or have had an infectious disease such as measles, dysentery or scarlet fever in your home.
- –report all communicable diseases you or members of your family may have.

To help protect the children served, food service employees should:

- –meet or exceed required health standards.
- –attend training programs for job improvement.



CARE IN PURCHASING, HANDLING AND SERVING FOOD

Food while being stored, prepared or served shall be protected from dust, flies, rodents and other vermin, toxic materials, unclean equipment and utensils, unnecessary handling, coughs and sneezes, flooding by sewage, overhead leakage and all other sources of contamination.

PURCHASING

The chances of serving safe and sanitary food are better if safe and sanitary foods are purchased. To aid in purchasing safe and sanitary foods:

- –purchase food from sources approved by the health authority.
- –purchase food which is clean, wholesome, free from spoilage, adulteration and misbranding and safe for human consumption. It should meet the standard of quality established for the product.
- –purchase United States Department of Agriculture or Florida Department of Agriculture certified beef, pork, lamb, veal and poultry products.
- –purchase shellfish and crustacean products bearing a certification number approved by the State Division of Health.
- –use no home canned foods. Canned foods which are dented or bulged must not be used.
- –obtain foods in quantities which can be consumed within three months of purchase or time received, if donated.
- –be very specific in describing the contents and the type of packaging required to avoid contamination of factory prepared items.
- –purchase pre-cooked frozen menu items from reliable vendors. This is important because even food processed under good conditions loses quality if it is mishandled during transportation or is improperly stored.
- –purchase ice from sources approved by the health authority. Only clean equipment and utensils should be used for receiving, storing and handling ice.

HANDLING FOOD

Employees who are trained to work efficiently are more likely to produce foods that are safe to eat.

SAFE FOODS

To insure safe food:

- –do not leave cooked food at room temperature for more than two hours.
- –wash fresh produce under running water before it is served either raw or cooked.
- –inspect perishable foods daily.
- –destroy unwholesome foods promptly and properly.
- –have food ready at serving time but not any longer than necessary before that time.
- –handle pre-cooked frozen foods as potentially hazardous food at every step of preparation and service.
- –place prepared food in covered containers or have it wrapped or packaged to insure protection from contamination while being transported from the base kitchen to the satellite kitchen or eating site.
- –keep potentially hazardous foods at safe temperature during all periods of transportation and delivery to the satellite school or eating site.

–inspect food sent from a base kitchen to a satellite school or eating site to determine possible contamination through broken coverings, foreign matter or anything else which might contaminate the food.
–check temperatures of foods in hot or cold transport storage immediately upon receipt of food.
–thaw frozen foods in the refrigerator at a maximum of 40°F, under cold running water or as a part of the cooking process.

Foods containing substances which support the rapid growth of bacteria can be harmful. These foods include milk, meat, eggs, poultry and fish and are sometimes called "potentially hazardous." Only the highest sanitation standards are acceptable when handling potentially hazardous foods.

CONTACT WITH FOOD

When working with food:

–handle food as little as possible.
–wear plastic gloves, if food is mixed by hand.
–throw away plastic gloves after one use.
–keep fingers away from mouth, hair and face.
–do not eat.
–use hand lavatory for washing and paper towels for drying hands.
–use soap dispenser instead of bar soap.

WORK AREA

To keep area clean:

–avoid placing cartons, or boxes on surfaces which are used for food preparation.
–wipe food contact surfaces with clean cloths which are used for that purpose only.
–keep kitchen free of clutter.
–keep work tables clear and clean while they are being used.
–wash and put away equipment that is not being used.

UTENSILS AND CLOTHS

When using utensils and cloths:

–wash and sanitize flatware or other utensils which fall to the floor.
–do not taste foods with any utensil that is also being used either to mix or stir foods. Use a clean spoon. It is never appropriate to use fingers to sample food.
–use a spoon or other suitable utensil to remove any serving or mixing spoon that falls into food.
–use spatulas or scrapers to scrape plates or trays at dish return and bowls or pans.
–use clean cloths which are used for no other purpose when wiping food contact surfaces.

SERVING

In the serving process:

- –do not contaminate the food.
- –wear unused plastic gloves if food is handled by the server's fingers.
- –use clean tongs, scoops, forks, spoons, spatulas or other suitable utensils
- –do not wrap flatware for the extra handling contaminates the sanitized fork, knife or spoon. Grip all flatware by the handles. Re-use plastic tableware if it will withstand repeated washing and sanitizing.
- –store flatware away from dust.
- –instruct children to handle only their own flatware.
- –use cafeteria service for all students, including the youngest ones.
- –provide straws either individually wrapped or from an appropriate dispenser.
- –serve butter or margarine in individual servings. It must not be served in a bowl or plate on the eating table.
- –keep hot foods hot and cold foods cold.
- –totally wrap or cover food taken out of the kitchen. If food is to be consumed on a patio or the lawn, the dishes and flatware should be single service.
- –dispose of uneaten food and used utensils from patio or lawn service in approved waste containers. Don't make litter bugs out of children.
- –handle all plates or trays so fingers do not touch eating surfaces.

VENDING MACHINES

In obtaining and using these machines:

- –obtain approval for the food vending machine and its installation from the health authority, whether the machine is purchased or used under some other type arrangement.
- –watch for inspections by the health authority.
- –check the temperature of the storage chamber of a machine vending cold items. The temperature must be 40° F or less with a maximum recovery period of thirty minutes after refilling. For hot items, the vending machine storage chamber must be at least 150° F with a similar thirty minute recovery period.

BULK MILK DISPENSERS

The small quantity of milk needed for children at a child care center may make it necessary to use a bulk milk dispenser. If used:

- –obtain approval from local health authority for type to be used.
- –cut dispensing hoses short and at an angle in order that all particles of milk will be in contact with adequate refrigeration.
- –store extra containers of milk in a clean refrigerator at 40° F or below.
- –clean the bottom of the containers being loaded into the milk dispenser so soil cannot drop into the opening containing the hose.

SAFE AND SANITARY FACILITIES, EQUIPMENT AND UTENSILS

FACILITIES

To keep facilities safe and sanitary:

- –keep floors free from moisture, dirt and litter. They should also be free of protruding pipe ends, electrical outlets and nails.
- –floors must be properly cleaned daily.
- –keep walls, ceilings, windows, screens, doors and light fixtures clean.
- –keep screens on windows, doors and outer openings closed and in good repair.
- –regularly inspect exhaust fans, filters and hoods. Keep them maintained in good working order and clean from accumulations of dust and grease.
- –include the hood grease trough and catch can in cleaning the hood area. Filters can be routinely put through the dish machine.
- –construct and install all counters, shelves, tables, refrigerators, sinks and other equipment or utensils so they may be easily cleaned.
- –make certain that in kitchens using grease traps, the grease traps are operating satisfactorily. If not, report to the higher authority.
- –scrub restrooms at least daily, including fixtures. An adequate supply of paper towels and soap must be provided at all times. Restrooms should have natural or mechanical ventilation.
- –do not store or prepare food under pipes where possible sweating or leakage may occur. Report sweating or leakage to the higher authority.
- –keep the loading zone and garbage areas clean and free of litter for pest control and safety purposes.

EQUIPMENT

Some general rules for safe and sanitary equipment are:

- –purchase only that equipment which has National Sanitation Foundation approval.
- –follow manufacturer's instructions for equipment installation, use and care. Instructions included in this bulletin are general, and any equipment not listed should be cared for by following manufacturer's instructions. If instructions here are in conflict with the manufacturer's instructions, use manufacturer's instructions.
- –keep counters, shelves, hoods and sinks clean and free from dust, dirt, insects and other contaminating material.
- –keep casters on equipment free of mop strings and other trash. Keep casters oiled and in good working order.
- –air dry equipment and utensils if possible. When necessary, use clean sponges, cloths or disposable materials for drying.
- –clean equipment immediately after use. The job will be easier and take less time.
- –be sure that the wiring system for electrical equipment is grounded. Never use an electrical plug adapter which eliminates grounding.

CAN OPENERS

Clean and inspect can opener at least daily. To do so:

- –remove shank and scrub shank and all teeth with brush in hot detergent water.
- –rinse in hot water and dry.
- –wipe the base.
- –inspect the cutting blade. Replace if nicked or dull. Dull blades produce shavings which can fall into the food and be dangerous.

CARTS

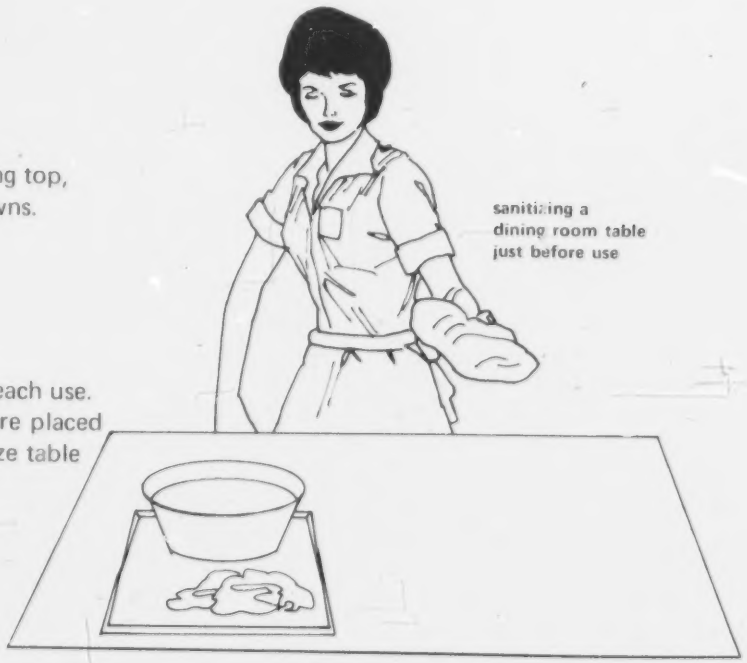
To clean carts:

- –clean legs and shelves including top, bottom and inside of turn[illegible]wns.

CHAIRS AND TABLES

In keeping chairs and tables clean:

- –wipe chairs and tables before each use.
- –sanitize table tops. If chairs are placed on tables to clean floor, sanitize table tops after removing chairs.

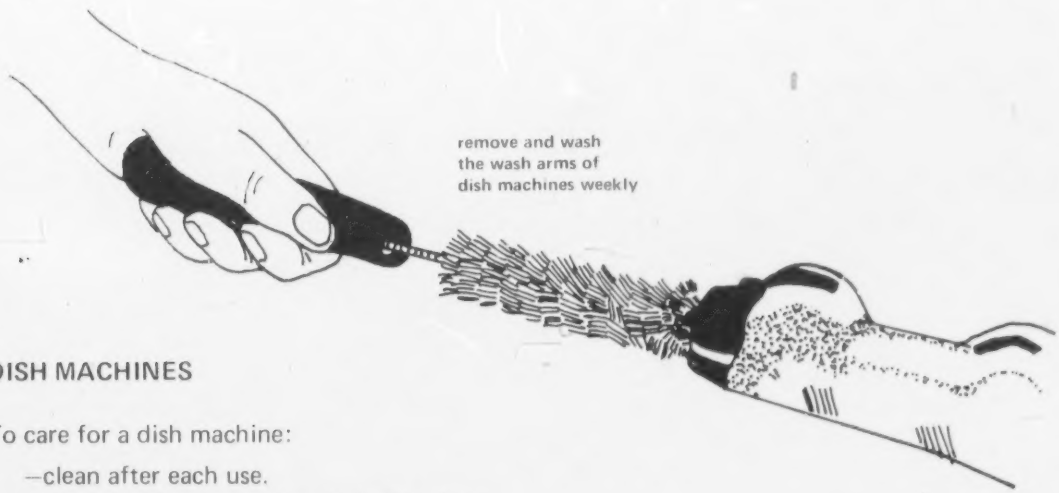


sanitizing a dining room table just before use

DEEP FAT FRYERS

To clean a deep fat fryer:

- –turn off fryer.
- –drain fat into dry metal container large enough to contain all of the fat. Know the capacity of the fryer pot.
- –close drain.
- –fill pot with same amount of water as fat.
- –add ½ cup trisodium phosophate or other commercial low sudsing detergent.
- –set temperature at 220° F and boil for 5 minutes. While boiling, use long-handled stiff brush to scrub off upper inside splash plate, hooks and front drain surface.
- –turn off.
- –drain wash water.
- –open drain and flush out or rinse with fresh, clear water at least twice. Again, be sure of size of container. Flush off splash plate.
- –close drain valve.
- –set thermostat at 200° F and turn on fryer. Let stand empty for one minute to dry.
- –replace with filtered or new fat immediately or turn off. Do not allow pot to be empty of fat for more than two minutes at any thermostat setting.



DISH MACHINES

To care for a dish machine:

- –clean after each use.
- –scrub inside of machine, including doors.
- –rinse with hot water, using a hose.
- –scrub scrap trays and leave on dish table to air dry. Do not bang scrap trays on any hard surface. If they become out of shape they do not keep the food out of the wash tank.
- –scrub curtains and leave out to air dry.
- –leave doors open or the curtains off to permit air to circulate in machine.
- –remove wash and rinse tubes and clean daily, making sure that the openings are not clogged. In doing this, follow the manufacturer's instructions.
- –wash, rinse and dry exterior as needed.
- –delime machine as needed according to hardness of water. To do this, use a commercial deliming solution and follow manufacturer's instructions. Always rinse after deliming. Deposits of lime will clog openings and keep dishes from being washed properly.
- –place the food side toward the machine entrance and slant the dishes or trays away from the entrance when racking dishes and trays for the dish machine. The spray arms in the machine are designed to flush in this direction.

GARBAGE COMPACTORS

To clean garbage compactors:

—clean receiving area, ram head(s), ram arm(s) and bag holder(s) as needed to present neat appearance and maintain sanitation standards.

GARBAGE DISPOSAL MACHINES

To clean garbage disposal machines:

—flush for at least one minute after all waste has cleared hopper to get all garbage into sewer drain or septic tank.
—do not operate without water flowing.

GARBAGE PULPING MACHINES

To clean garbage pulping machines:

—follow manufacturer's instructions for the cleaning and safe use of these machines.

MIXERS

To keep a mixer clean:

—wash bowl and beater after each use.
—air dry and store in clean place.
—clean beater shaft and body of machine with warm water and detergent.
—rinse and dry.

OVENS

To keep an oven clean:

—remove racks and shelves. Wash in pot and pan sink.
—use soda for absorbing grease.
—remove sugar products from a warm or hot oven with a spatula and then wipe with a dry cloth.
—place a damp cloth with detergent added to it on burned food in a cooled oven to soak before removal.
—wash inside surface with warm detergent water and a stiff bristle brush when oven has cooled.
—keep fan blades and screens of convection ovens clean. Follow manufacturer's instructions for doing this.
—keep covered, at all times, that food to be heated in ovens which can accomodate roll-in racks. Racks for holding food containers must be kept clean.
—wash, rinse and dry outside of oven as needed.
—be sure to follow manufacturer's instructions for microwave oven installations, use and care. Instructions in the use of the oven should be permanently attached to the oven.

PAN RACKS (open and closed) AND HEAT AND PROOF CABINETS

To clean pan racks and heat and proof cabinets:

- –unplug the cabinet and remove heating element.
- –wipe rack or cabinet clean or hose down.
- –clean heating element and replace.

RANGES

Ranges should be cleaned daily. To do so:

- –let cool and with a putty knife scrape off any burned material.
- –wash top of range with cloth wrung out in detergent solution.
- –rinse range top and wipe dry.
- –wash, rinse and dry exterior (exposed) surfaces as needed.
- –clean catch pan as often as necessary.

REFRIGERATORS AND FREEZERS

General statements in the care of refrigerators and freezers:

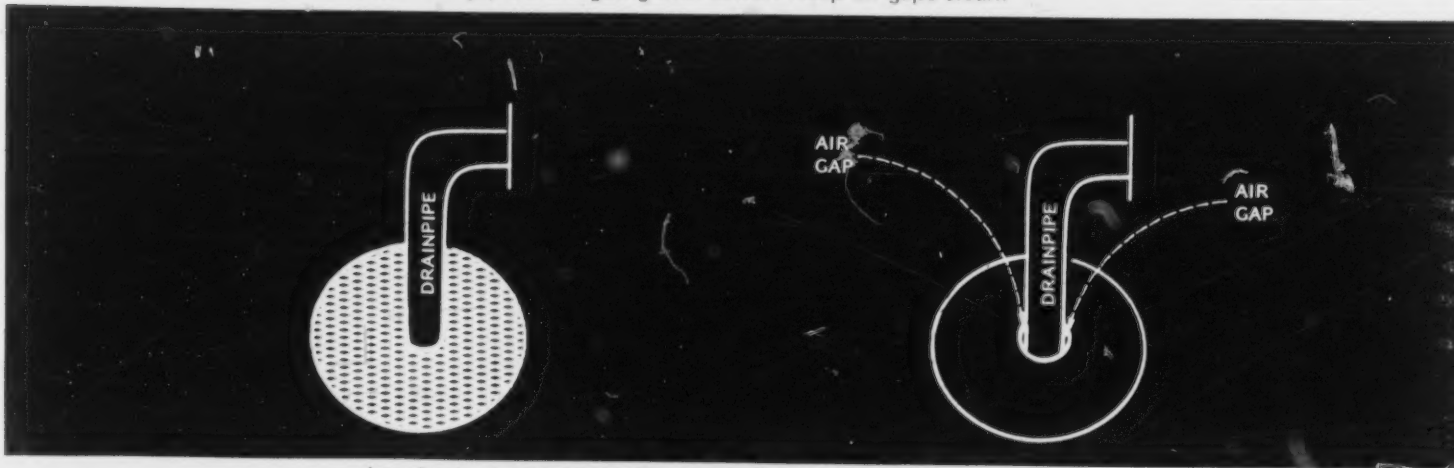
If equipment needs defrosting, turn it off, use hot sponges or cloths to help loosen frost accumulations. Do not use sharp instruments to clean off frost from coils or lines leading to equipment. Do not "beat" equipment to loosen frost accumulation. If there is an excessive frost build-up the equipment is likely not working properly or it is not being used properly. Be careful about how food is placed in a refrigerator or freezer and leaving doors open only as long as necessary.

Clean fan blades once a month, being certain that breaker has been turned off.

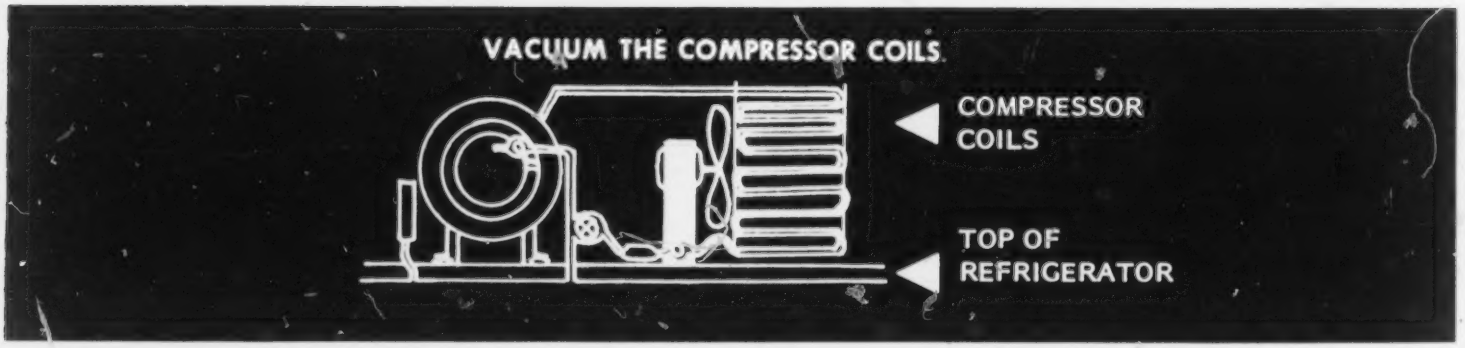
Refrigerators

To keep a refrigerator clean and sanitary:

- –provide each refrigerator with an accurate thermometer as required by the Sanitary Code of Florida.
- –keep air temperature in all parts of the refrigerator at 40° F or below.
- –install drains with air gap before going into sewer. Keep air gaps clean.



clean the air gap between the floor drain and sewer connection



–brush or vacuum once a month the compressor coil which is usually located on top of the refrigerator. Do not use a stiff wire brush as it could puncture the coil lines.
–flush out the drain line once a month. The drain line is the tube which leads from the refrigerator coil to the vaporizing pan or floor drain. Use hot detergent water to which ½ cup per gallon of bleach has been added.
–wash interior, including gasket, at least once a week with warm water to which a little baking soda has been added.
–rinse and wipe dry.
–wipe up spills immediately.
–keep walkways, ramps and shelves clean and food off the floor in walk-in refrigerators.
–wash, rinse and dry exterior as needed.

Freezers

To keep a freezer clean and sanitary:

–keep air temperature in all parts of the freezer at 0° F or below. A thermometer should be provided to check temperature. Defrost and clean interior as needed. No frost should be over ¼ inch thick.
–wash, rinse and dry exterior as needed.

Do not make ice in ice trays, pans or cans in a freezer. This is in violation of the Sanitary Code of Florida. Ice machines, if used, should be cleaned every two or three weeks.

SLICERS

To clean a slicer:

–unplug; do not depend on "on" or "off" switch.
–set gauge at "0."
–remove blade guards and, if possible, hub cover.
– wash and sanitize food holder carriage, scrap tray and recovery tray.
–wipe blade on both sides from hub to edge using cloth folded at least four thicknesses and soaked in a sanitizing agent. Blade may be rotated with protected hand.
–clean and sanitize all parts removed.
reassemble.

SOFT ICE CREAM OR MILK SHAKE MACHINES

For the cleaning and sanitizing of soft ice cream or milk shake machines follow the manufacturer's instructions.

The following instructions may be used as an example:

- –remove all ingredients left over from day's operation. Do not re-use this product.
- –rinse with cold water until water is clear. The amount of water used is determined by the make and size of the freezer.
- –wash freezer, including the rubber parts, with a recommended dairy detergent.
- –rinse with warm water after washing. If freezers are not used for several hours, they should not be assembled. It is best to leave them open to dry.
- –assemble freezer and sanitize with an approved sanitizer such as a chlorine mixture of 200 parts per million for at least two minutes. Drain completely and freezer is ready for use.
- –remove milkstone by using an acid milkstone remover. If any part of the freezer has a white powder-like substance that can be scraped off with a fingernail or scouring pad, especially in hard to clean places, it is usually the substance called milkstone.
- –use acid milkstone remover two or three times a week. Schedule days (for example Monday, Wednesday and Friday or Tuesday, Thursday and Saturday) for regular acid treatment. After rinse, put hot water with recommended amount of acid into hopper. Brush hopper and let acid run down into barrel. Turn on dasher and let run for five to ten minutes. Drain acid from freezer. Don't throw this away. Disassemble freezer and take all rubber parts and put into this acid to soak. After soaking, wash, rinse and sanitize.

If parts feel greasy after cleaning, it is the butterfat in the milk. Therefore, the wash water is not hot enough or the detergent is not strong enough.

Rubber parts should be lubricated with a thin film of orange solid oil, petro-gel or similar product. This prevents unnecessary wear, promotes ease of operation and makes a good seal.

STEAM COOKERS

To keep a steam cooker clean:

- –clean after each use
- –remove shelves and wash sides and shelves with hot water and detergent.
- –flush drain line.
- –leave door ajar when not in use.
- –clean boiler at least once a week in accordance with manufacturer's instructions.

STEAM JACKETED KETTLES

To keep a steam jacketed kettle clean:

- –fill kettle with water above the cooking level and allow to soak until washed. Do this immediately after use.
- –heat soaking water if food contained fat.
- –scrub interior with long-handled stiff brush. A safe step stool is needed to avoid burns.
- –drain scrub water.
- –partly fill with hot detergent solution.

- scrub interior, hinges and lid. Rinse.
- wash outside of kettle and legs.
- remove strainer plate, wash and rinse.
- open and scrub valve with bottle brush as solution drains. Rinse.
- allow all parts of kettle to air dry.
- clean brushes and store so they do not become dirty before next usage.
- blow down or flush boiler at least once a week on schedule and in accordance with manufacturer's instructions.

TRANSPORTING EQUIPMENT

Some general statements in the use of equipment for transporting food are:

- Obtain approval from the health authority for vehicles and equipment used for transporting food.
- Use those vehicles which transport food from a base school to a satellite school for this one purpose only.
- Use styrofoam containers for transporting food only if the food is packed or wrapped in an approved type container within the styrofoam carrier.

VEGETABLE PEELERS

To keep a vegetable peeler clean:

- clean after each use.
- flush inside with water. Have hose available.
- remove disc and rinse inside thoroughly.
- remove catch basket, rinse and replace.

VENDING MACHINES

General statements in the care of vending machines are:

- –All food contact surfaces of vending machines shall be thoroughly cleaned and sanitized at regular intervals, with a record kept of the cleaning and sanitizing done.
- –Parts of the machine which come into direct contact with potentially hazardous foods shall be removed from the machine daily and thoroughly cleaned and sanitized. Daily cleaning may be unnecessary if the contact surfaces are maintained at safe temperatures at all times (40 F or below or 150 F or above). Foods put into the machine should be as close to these temperatures as possible, in keeping with the allowable 30 minute recovery period.

VERTICAL CUTTER MIXERS

Between operations:

- –use spray brush or run 1/3 bowl of warm water with low sudsing detergent. Close bowl cover. Start in low speed then switch to high, operate cutter motor and baffle motor ten seconds.
- –turn off both motor switches. Wait for knives to stop turning, then open cover.
- –remove knife accessory and clean separately.
- –remove baffle and bowl cover gasket. Wash baffle by hand in warm detergent water. Wash, but do not immerse gasket.
- –replace gasket and baffle.
- –drain water, rinse and wipe dry.

VERTICAL CUTTER MIXER

Daily cleaning and sanitizing:

- –add two ounces of low sudsing detergent to one gallon of hot water. Mix rinse solution with sanitizing agent according to the strength needed as stated on the container.
- –make sure cutter and baffle motors are turned off.
- –remove knives, baffle and bowl cover gasket. Wash separately in sink. Do not immerse gasket.
- –brush the inside of the bowl and the inside of the bowl cover with the detergent solution. Then do the same for the outside.
- –wipe off the outside of the unit.
- –go over the cleaned bowl, inside bowl cover and disassemble parts with a clean cloth soaked in the sanitizing solution or rinse in fresh water and sanitize by applying the sanitizing agent in a spray bottle.
- –allow surfaces to air dry and then reassemble. Do not wipe dry.
- –cover cleaned bowl unit until next use.
- –rinse and dip brush into sanitizing solution and allow to drain in covered container. Wash out pails used in cleaning process and dry.

UTENSILS

BRUSHES

To keep brushes clean:

- –wash thoroughly in fresh, hot detergent water after each use.
- –rinse in hot running water.
- –dip in water to which sanitizer has been added.
- –shake and hang to dry.

CLOTHS AND SPONGES

If paper towels and other disposable items are not used, keep used cloths and sponges clean as follows:

- –begin each cleaning job with clean cloths or sponges.
- –wash thoroughly in hot detergent water after each use.
- –rinse in clean hot water to which a sanitizer has been added. Wring out the cloths and sponges and dry thoroughly.

MOPS

Use heavy duty mops and care for them as follows:

- –wash thoroughly in fresh hot detergent water after each use.
- –rinse in clean hot water to which a sanitizer has been added.
- –dry in well ventilated place, putting mop end up.

MOP BUCKETS

Mop bucket care includes the following:

- –rinse out the bucket immediately after use.
- –allow to drain.
- –store upside down.

WOODEN UTENSILS AND TABLES

Wooden items need special care as follows:

- –sanitize wooden items with a chlorine solution made by mixing one tablespoon household bleach with one gallon of water.
- –use a sponge for applying the solution to those wooden items too large to be handled in the sink.
- –do not make the solution too strong. If it is too strong, the wood becomes porous and seaming disappears, allowing places for dirt to gather.

CLEANING SCHEDULES

In preparing a cleaning schedule:

- include everything that needs to be cleaned. A cleaning and maintenance schedule is a must.
- be sure that someone has the responsibility for cleaning each item.
- the following chart is a sample cleaning schedule:

SAMPLE CLEANING SCHEDULE

	DAILY	WEEKLY	MONTHLY	SEASONALLY	
Can Opener	Wipe outside, scrub				
Cleaning & Dust Cloths	Wash				
Deep Fat Fryer	See instructions p 8				
Dining Room Chairs	Wipe off seats			Scrub entire chair	
Dining Room Table	Wipe off, sanitize after each use			Scrub entire table	
Dishwasher	Clean scrap trays. Hose inside, wipe outside. Remove, wash & rinse curtain	Remove, wash & rinse arms	Delime if necessary		
Filters		Wash			
Floors	Mop	Scrub		Apply seal, if necessary	
Garbage Cans	Scrub				
Garbage Compactors	Clean receiving area, ram head & arm, bag holder				
Garbage Disposals	Flush out				
Hood & Grease Trough		Clean as needed			
Light Fixtures			Wash		
Loading Zone, Garbage Area	Sweep & hose	Scrub			
Milk Shake & Soft Ice Cream Freezer	See instructions p 12				
Mixer	Clean thoroughly				
Oven	Clean inside & out	Apply rust preventive	Clean burner compartments		
Peeler	Clean thoroughly				
Range	Clean				
Refrigerator	Wipe up spills immed iately	Wash thoroughly			
Rest Room	Clean fixtures & floor				
Shelves, Drawers, Cabinets, Window Sills		Wash those used often		Wash	
Sinks	Clean	Chemically unclog drainpipes			
Slicer	Take apart & clean after each use			Apply rust preventive	
Steamer	Clean compartments	Blow down boiler			
Steam Kettle	Wash inside & out				
Storeroom	Sweep	Mop	Scrub thoroughly		
Walls	Clean as needed				
Windows & Screens			Wash		
Work Tables	Clean thoroughly				

FOOD POISONING

Food poisoning is a general term, not exact in itself, but often used to describe any type of disease or illness caused by taking into the body spoiled, contaminated or adulterated food or drink. Mistakenly, it has many times been referred to as "ptomaine poisoning."

Almost all reported cases of food-borne disease are caused by bacteria or by poisons produced by bacteria. This poison is formed in food before it is eaten and cannot be detected by taste, odor or color.

The salmonella germ is found in the intestines of birds and animals including rats, mice, dogs and cats and is sometimes "carried" by a healthy person.

The staphylococcus germs sometimes referred to as "staph" or "pus-forming" bacteria are found in the nose and throat, in sores and boils and on the skin of people.

Botulism is the most deadly type of food poisoning. It is caused by a poison produced by the germ clostridium botulinum. Found in the soil, this germ is very resistant to heat and cold. It can also live and grow without air. Since it can grow without air, the conditions found in canned non-acid or low-acid foods are ideal for growth and manufacture of its powerful, deadly poison. The germ itself does not cause disease, but the poison it produces is usually fatal to man. A mere taste of food containing the powerful poison causing botulism has been known to cause death. Doubtful non-acid food should be destroyed.

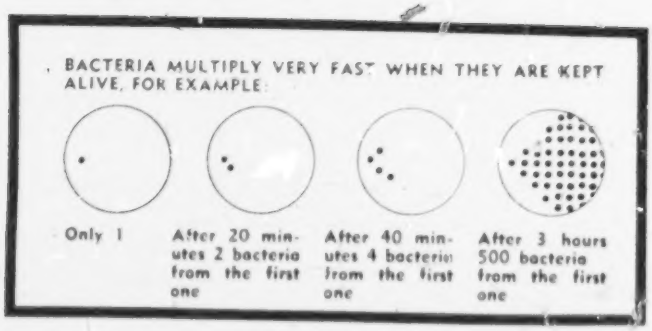
Not all contaminated food may be detected by sight, touch or smell. **Discard when in doubt.**

Trichinosis, a condition of infested pork, can cause illness when pork has not been cooked sufficiently. Trichinosis is due to a round worm found in the muscles of some meat-eating animals. The most common host to this worm is the rat. Animals which prey on or occasionally eat rats, such as the pig, dog and cat, may become infested with them. Careful investigations have shown that these encysted worms found in pork are killed when the meat is sufficiently heated or frozen for varying periods. Therefore, all pork products should be thoroughly cooked. A change to a light grey color is a good sign that pork has been sufficiently cooked to render the cyst harmless. Pork should never be served when pink meat is visible. Purchase government certified meats and cook well.

Disease producing bacteria are spread by:

- –bacteria carriers; such people may seem well but carry bacteria that make other people sick.
- –a person sneezing or coughing.
- –their presence on improperly cleaned and sanitized eating and cooking utensils and equipment.
- –hands that have not been properly washed.

wash hands after sneezing, coughing, touching the hair or blowing the nose


BACTERIA MULTIPLY VERY FAST WHEN THEY ARE KEPT ALIVE, FOR EXAMPLE:
Only 1
After 20 minutes 2 bacteria from the first one
After 40 minutes 4 bacteria from the first one
After 3 hours 500 bacteria from the first one

- –fingernails not properly cleaned.
- –contamination of food, utensils and equipment from flies, insects, rats and mice.
- –improper handling and preparation of food.
- –use of common towels.
- –serving improperly cooked food.
- –poor personal hygiene practices of food handlers.
- –use of foods from unapproved sources.

Throw away food which is cloudy, mushy or has an off odor.

Empty and **throw away** food from a bulging or leaking can. Do not taste the food. Save the can for reporting to the vendor who sold the food or the District School Food Service Director or both. "If in doubt throw it out."

Immediately upon discovering contaminated food, call the health authority and ask for an inspection and condemnation slip. This is urgent as contaminated foods **do** make people sick.

Procedures to follow in case of food poisoning outbreak:

- –immediately notify the local health authority and provide all information as requested.
- –assist the health authority in determining what locally purchased or donated food items used in the meal might be suspect in the food poisoning outbreak.
- –place suspected food, if available, on hold status.
- –immediately report the incident to immediate supervisor; District School Food Service Director; Food and Nutrition Services, Department of Education and Bureau of Commodity Distribution, Department of Health and Rehabilitative Services, Division of Family Services. Include at least:
  - –name and location of health authority notified
  - –nature of illness, symptoms and duration
  - –list of food items served during past 48 hours
  - –list of suspected foods in hold status
- –once the cause of the food poisoning outbreak has been determined by the health authority, release all food items in hold status that were not directly responsible for the food-borne illness. For food items involved, maintain in hold status, inventory supplies and record the following:
  - –packer or contract number under which processed or purchased
  - –date purchased or received
  - –quantity on hand
  - –methods and conditions of storage
- –send a written report, including the health authority's findings and listing of all food items in hold status with pertinent information as outlined immediately above to:
  - –immediate superior
  - –District School Food Service Director
  - –Food and Nutrition Services, Department of Education
  - –Bureau of Commodity Distribution, Department of Health and Rehabilitative Services, Division of Family Services if food involved was from this source.

SAFETY PRACTICES

Keep handy all emergency telephone numbers, as: doctor, fire department and ambulance.

TO PREVENT FALLS:

–use unbroken ladders of safe construction.
–use a step ladder or low stool for climbing and never a chair, box or shelf. Stools should be the locking type, if on rollers.
–keep floors dry and free from litter.
–stand by spilled food and send someone for the cleaning equipment; then wipe up spilled water, food or grease at once.
–request for immediate repair any hazard such as a broken floor, fallen wires, etc.
–keep traffic aisles and passages clear.

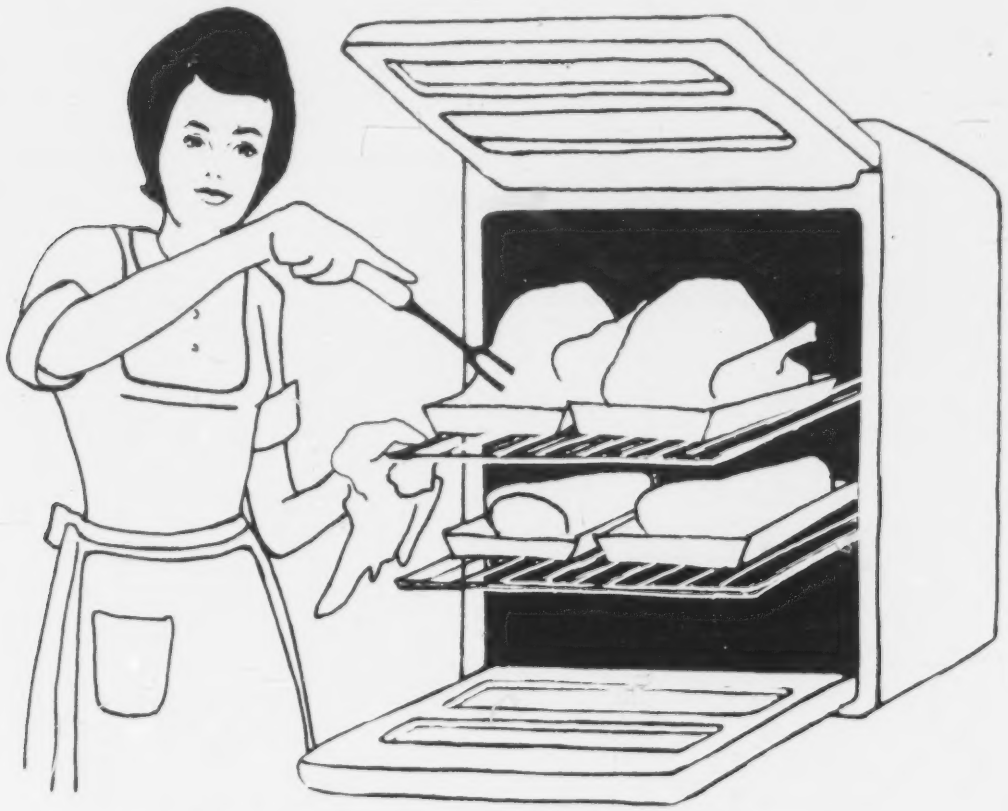
oops !

stand by spill
send for
cleaning equipment

mop the spill

TO PREVENT BURNS:

–turn handles of pans on range so that pans cannot be knocked off or caught in clothing and pulled off.
–use caution in removing lids from steaming kettles.
–prepare a place to put hot pots and pans before removing them from range or oven. Move hot food on a cart. Do not have pots and pans too full.
–use dry, flame-proof pot holders.
–keep papers, plastic aprons and other inflammable materials away from hot areas.



pull oven rack out part way to test for doneness and to remove cooked food from oven

–pull rack out part way or use puller to remove items from oven.
–use pots and pans with sturdy handles.
–pour hot fat into a metal container and allow it to cool before moving to store.
–keep moisture at a minimum when putting food in fryer.
–operate steam equipment according to instructions. Use caution in handling valves and pipes leading to equipment.

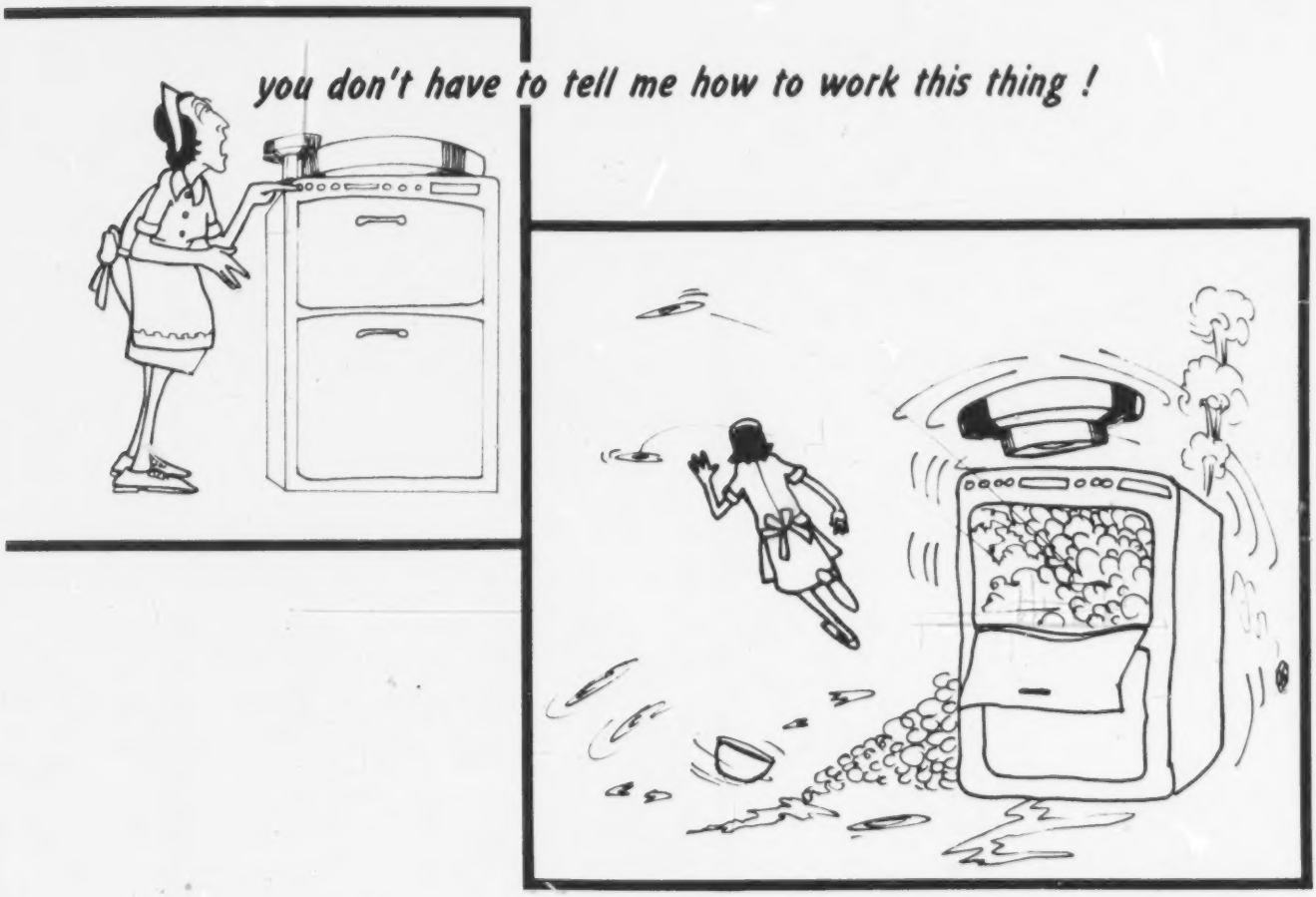
TO PROTECT AGAINST CUTS:

–keep knives sharp and stored in a knife holder, not loose in a drawer.
–use tools for purpose for which they were made. For example, do not use cleavers or knives to open cans or knife blade as a screw driver.
–guard fan if blade is less than seven feet from the floor.
–cut away from, never towards, the body.

–be sure that the can opener leaves no jagged edges on cans.
–dispose of broken glass promptly.
–sweep up broken glass, never pick it up by hand. To pick up very small pieces use wet toweling, then wrap all broken glass in newspaper.
–use a board for cutting or chopping food. Keep tips of fingers back to prevent slicing of fingers.
–collect all sharp tools on a tray and wash each separately from other utensils.
–use only vapor proof light bulbs in ovens and refrigerators, never ordinary bulbs. Should bulb explode, throw out the product being baked unless it was completely covered.
–use metal, plastic or paper for drinking glasses in the kitchen, never glass.

IN USING EQUIPMENT:

–always have hands dry and stand on dry floor when turning electrical equipment on or off.
–have electrical cords or plugs in good working order.
–be careful in handling slicing, chopping, grinding and mixing equipment.
–have all equipment which mixes, slices, chops or grinds equipped with safety guards.
–be sure that employees are trained in the use of each piece of equipment. Have demonstration on use of equipment before first use.



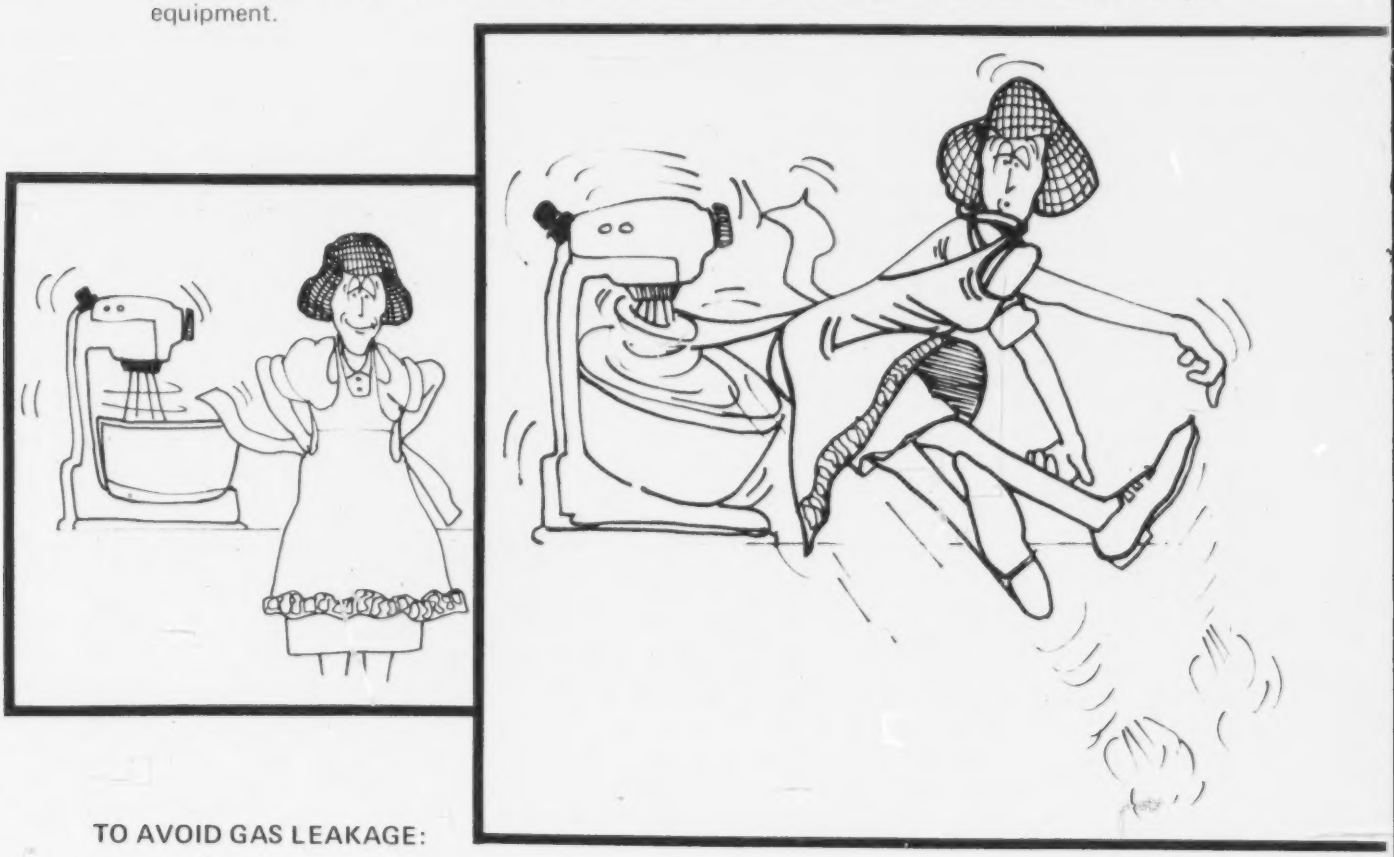
–follow manufacturer's instructions for the safe operation of all equipment.
–keep hands and spoons away from moving parts, as in using mixers, grinder attachments and slicers.
–turn off mixer and wait until all moving parts have stopped before adding ingredients, scraping down sides of bowls or removing foods.
–turn off electrical switches and gas jets when equipment is not in use.
–make sure that the pressure gauge is at zero before opening steamer.
–never use slicer with blade guard off.
–prevent any water or steam from coming in contact with any electrical motor.
–always unplug electrical equipment by grasping plug, not cord.
–keep hands and arms out of ram shaft or garbage compactor.
–be sure that location of master cut off switch is known.

IN USING VERTICAL CUTTER MIXERS:

–read operating instructions carefully and follow them "to the letter." This machine may harm the operator if instructions are not followed.
–make sure bowl cover is closed and latched before turning on cutter motor.
–allow knives to stop before opening bowl cover.
–remove knives before emptying bowl.
–turn off cutter and baffle motors before cleaning machine.

CLOTHING CAN BE DANGEROUS, SO:

–have dress pockets flat and high enough to avoid catching on door knobs or equipment.
–avoid large, loose sleeves, neckties and strings or decorative clothing that may get caught in equipment.



TO AVOID GAS LEAKAGE:

–check that pilot lights are lit before turning on gas.
–check for odor of gas before lighting any range or oven.
–be sure all needed burners are lit when lighting surface units or oven.

TO PREVENT ACCIDENTS FROM INADEQUATE LIGHTING:

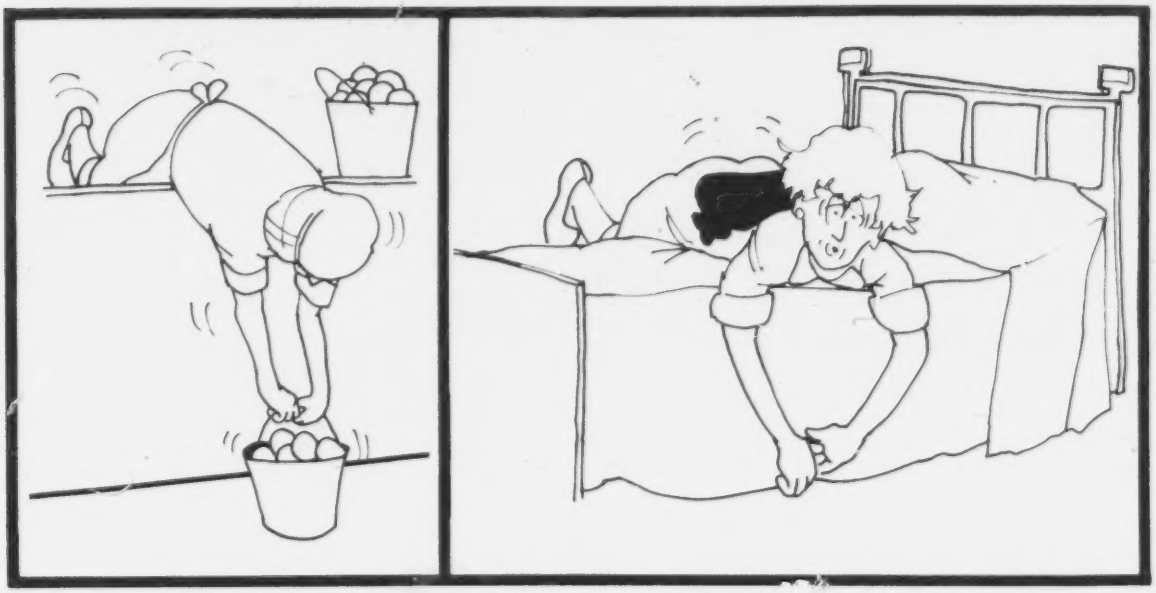
–have all work areas well lighted.
–replace burned out bulbs.

TO AVOID FIRE HAZARDS:

–keep fire extinguishers in convenient locations and serviced.
–turn off ventilating system in case of fire and close doors and windows to prevent drafts.
–keep exhaust fans and hoods clean.
–have baking soda handy to throw on small fires.
–use proper cooking temperatures. Excessive heat causes fires.
–cover fat at once should it catch on fire.
–pull the main switch if there is an electrical fire. Do not use water.
–store matches in a metal can with lid. Paste a piece of sandpaper on side of can for striking matches. Place burned match sticks in a second metal can with lid.
–do not use excessive water around electrical outlets or equipment; even damp cloths can be a hazard.
–always use pilot lights for lighting burners.
–never use heat and proof cabinets to dry cloths.

TO AVOID OTHER ACCIDENTS OR HAZARDS:

–always remove fuses with fuse puller.
–keep all toxic or poisonous substances clearly marked and away from the kitchen. Never store them with food supplies, dishes or utensils.
–keep drawers and doors closed.
–place heavy cans, boxes or other objects on wheels and push them from place to place; do not try to carry them.



–when it is necessary to lift an object which is heavy, get help if possible and

–set feet solidly
–bend at knees
–keep back as straight as possible
–get a firm grip and keep object close to body
–lift gradually by straightening the legs

–place dishes, cans and containers firmly on shelves to prevent their falling. Do not overcrowd or overload shelves.
–discard broken or defective utensils.
–exclude from the kitchen all teachers and other persons not doing food service work.
–move cautiously rather than too hastily.
–open crates, boxes and cases carefully.

–pull out or hammer down all nails
–cut metal bands with tin snips
–discard bands immediately

No matter how much personnel know about first aid, if anyone is injured, report the injury to the immediate superior as soon as possible. Every kitchen should be equipped with a well supplied first aid kit. At the end of each day make a fina' check: food properly stored, electrical and gas appliances turned off, lights out and doors closed and locked, if needed.

STORAGE OF UTENSILS AND FOOD

REFRIGERATE FOODS SUCH AS THESE AT 40° F OR BELOW:

Fresh	Processed*
meat	salads
fish, shellfish	custards and cream fillings
poultry	gravy
vegetables	sauces
fruits (except bananas)	condiments
eggs	all cooked foods
dairy foods	

include all potentially hazardous foods

FROZEN PRODUCTS MUST BE STORED AT 0° F OR BELOW.

FOODS IN HOT STORAGE MUST BE HELD AT 150° F OR ABOVE.

Be extra careful that perishable foods transported to satellite schools or other eating sites are held well within the above temperature range at all times.

STORAGE IN REFRIGERATORS AND FREEZERS

Lack of adequate refrigerated and frozen food storage can be responsible for the spread of food infection and food poisoning outbreaks. To avoid this:

–put fresh or frozen foods in refrigerator or freezer storage immediately after delivery.
–have a permanent or hanging thermometer located in the warmest part of the refrigerator or freezer and check it frequently during the day's operation. This is not necessary if there is a built-in alarm system.

*not including unopened cans of items listed unless label instructions state otherwise.

—keep foods covered while in storage. Covering keeps food from drying out and lowers the possibility of contamination.
—store large quantities of food in small portions rather than in deep pans or large packages. This makes cooling quicker and more economical.
—allow 1 to 1½ inches of space for circulation of air between storage items in the refrigerator.
—place all foods except canned items stored during the summer months in refrigerated storage until the kitchen opens in the fall (if not a twelve month operation). Once refrigerated, staples such as flour and cornmeal should be used as soon as possible.
—never re-freeze products once they are thawed unless the form of the product is changed, that is, vegetables frozen in the raw state may be re-frozen after cooking, etc.
—avoid leftover foods by proper planning. Under no circumstances should they be used after being in storage more than 24 hours unless they are frozen for future use.

DRY STORAGE

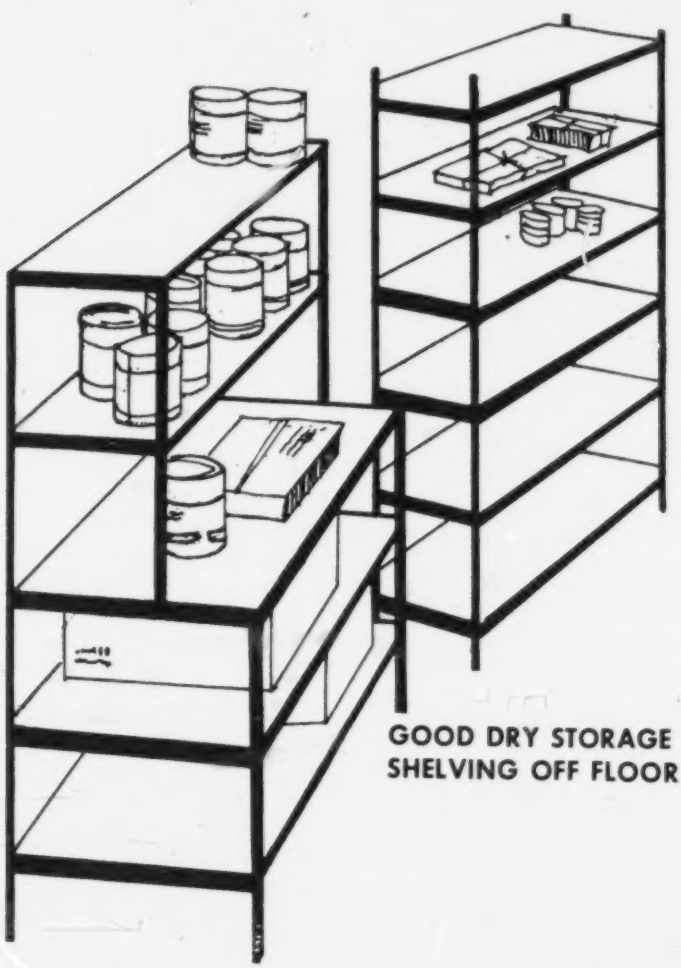
In using dry storage facilities it must be remembered to:

—store foods and utensils in a clean dry place, protected from insects, splash, dust, overhead leakage, condensation and other contamination. Racks for hanging utensils over work tables are permissible if these conditions are met. Pots, pans and other containers should be inverted if not covered in storage.

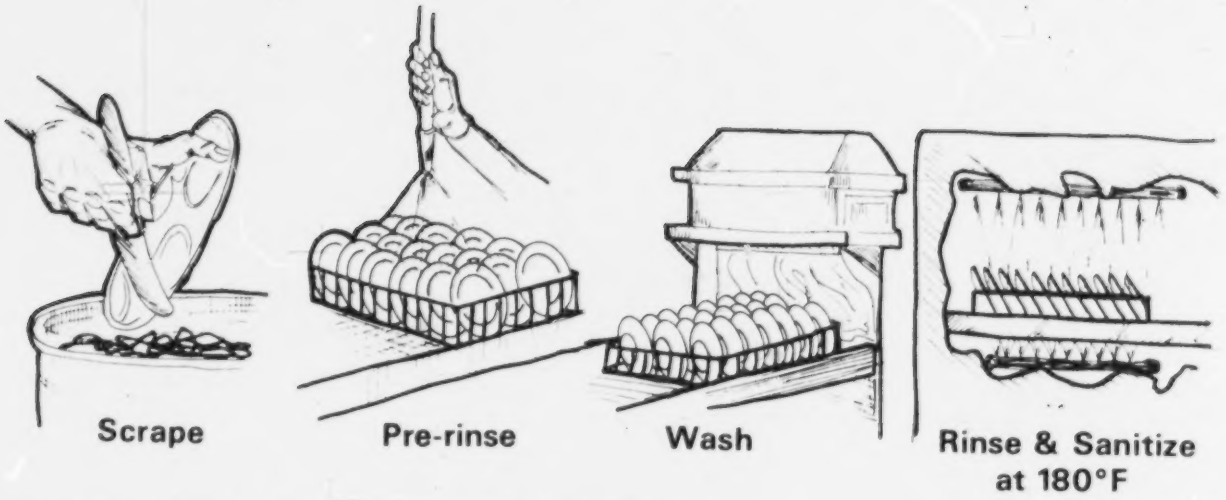
—never place food directly on the floor. Shelving or pallets should be no closer than six inches to the floor.
—keep the shelves used for utensils and food clean. Cloth, paper, oilcloth or similar material must not be used for shelf covering since they provide insect hiding places and are not easily cleanable.
—store loose bulk foods in containers approved by the health authority. Do not re-use the following in the storage process:

bread wrappers
tin cans
boxes
other items intended for single service

—use plastic or glass containers for food storage if containers have openings large enough to allow easy cleaning and sanitizing. The practice of using cut-off plastic jugs for scoops is not acceptable as the hollow handles are not easily cleaned or sanitized.
—use foods on a first in, first out basis.
—keep storerooms free of dampness, rodents and insects.
—keep temperature at 50° to 70°F and the relative humidity at 50 to 60 per cent in a well ventilated storeroom.
—purchase single service cups, plates, spoons, straws, forks and other utensils in sanitary containers and store in a clean, dry place until used. Cartons containing single service utensils must be opened in such a manner as to prevent contamination of contents.
—keep cleaning powders and liquids, insecticides, rodent killers and other poisons away from food.
—check food received in cases and bags for roach infestation before and during storage. When possible, remove the food from the cases or bags before putting it in storage.



GOOD DRY STORAGE SHELVING OFF FLOOR



DISHWASHING AND SANITIZING

The rule is wash, rinse, sanitize. Give special attention to tines of forks and bowls of spoons. It has been shown that disease organisms can be transferred from infected persons to eating utensils and that disease germs may survive poor dishwashing and sanitizing methods.

PRE-WASHING

Before washing, all utensils should be pre-scraped and pre-flushed:

- –pre-flushing may be done manually or in the dish machine if the machine is manufactured for the purpose.
- –some utensils may have to be pre-soaked to remove food particles. If steam equipment is available, the steamer is an easy way to loosen dried-on food particles.
- –do not use steel wool in cleaning pots and pans.

WASHING

Modern detergents have been developed for various cleaning operations. Be sure the detergent used is capable of doing the washing job outlined as follows:

hand method

- –wash in water 100° to 120°F or as reasonably hot as the hands can stand.
- –be sure to start with proper amount of detergent in wash water.
- –make up fresh wash water as needed.

machine method

- –place equipment and eating utensils in racks, trays and baskets so that all surfaces touched by food are subjected to a direct spray of wash and rinse waters while in the rack, tray or basket.
- –follow the instructions that accompany your equipment. Directions for operation may vary with different dish machines. Dishwashing machines give satisfactory results only if operated according to manufacturer's directions.
- –add detergent when necessary.
- –keep dishwashing machines clean and in good repair at all times.

RINSING

Rinse with clear, hot water.

SANITIZING

Sanitizing is the application of a substance or condition to a utensil for the purpose of destroying bacteria. The procedure is as follows:

hand method

- –total immersion of utensil in clean hot water at least 170° F for ½ minute or more or,
- –total immersion of utensil for a period of at least one minute in a clean sanitizing solution containing:
  - –at least 50 parts per million of available chlorine at a temperature of not less than 75° F or,
  - –a minimum of 12½ parts per million of available iodine at not less than 75° F or,
  - –any other chemical sanitizing agent that has officially been approved by the health authority.

machine method

- –the final fresh water rinse shall be at a temperature of at least 180° F for at least ten seconds.

Be sure the correct amount of sanitizing agent is being used. Read the instructions on the container.

Equipment which can not be treated by immersion may be sanitized by spraying or swabbing with a solution at least twice as strong as required for immersion sanitization.

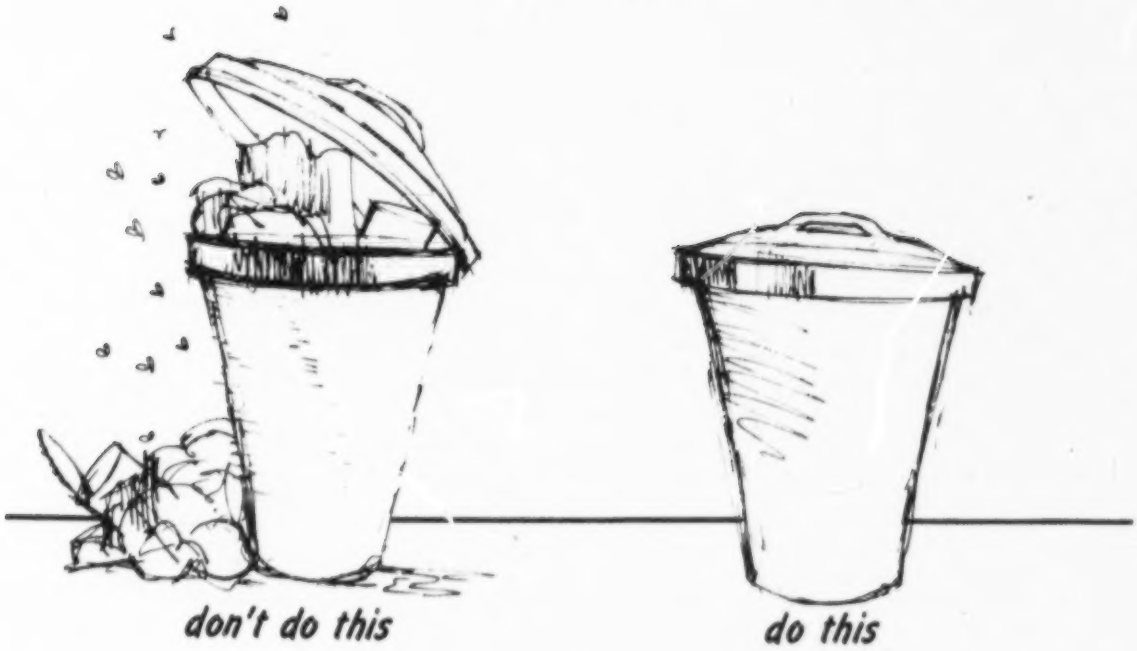
DRAIN AND AIR DRY DISHES AND UTENSILS

Handle dishes and utensils as little as possible. Leave in clean place until next use.

FOLLOW-UP

The dishwashing and sanitizing operations are not complete until all facilities used for these operations are cleaned.

All equipment and utensils must be thoroughly cleaned after each meal and in no case should this period be greater than two hours. When a food service department is used for preparing more than one meal a day, the responsibility for cleanliness must be properly delegated and clearly understood.



CARE AND DISPOSAL OF GARBAGE AND TRASH

All garbage and refuse are potential breeding places of disease producing germs and disease bearing insects and serve as a food supply for rodents. To avoid this:

- –keep garbage and trash in tight, nonabsorbent, easily washed containers of not more than 20 gallon capacity.
- –provide garbage cans with tight fitting lids that are kept on when not in actual use.
- –use newspaper or plastic liners for garbage cans to aid in cleaning and prolonging the life of these containers. Plastic liners do a more efficient job than do newspaper liners. Filled plastic liners should be tightly tied at the top, making the least possible mess of the contents.
- –wash garbage containers with hot water and detergent and rinse with clean water daily.
- –have rodent and vermin free area large enough to hold all outdoor garbage cans.
- –use insecticides effectively in and near garbage and waste areas. Only those recommended by the health authority should be used.
- –remove trash and paper waste from premises daily by the method accepted in the community.
- –remove empty food cans from premises daily.
- –clean garbage compactors routinely or odors will occur from spoiled foods and flies will be attracted to them.

PEST CONTROL

A food service department must be free of all pests, particularly flies, roaches, ants, mice and rats. Rodents and insects walk and feed on all kinds of filth, pick up germs on their feet and bodies and then deposit these germs on any food and utensils they touch.

GENERAL METHODS OF CONTROLLING PESTS

Insects and rodents spread disease. To avoid letting them live with you:

- –s al cracks and crevices.
- –keep food covered.
- –dispose of trash promptly and clean the trash cans.
- –clean up spilled foods immediately.
- –clean shelves and drawers frequently.
- –keep walls, floors and ceilings clean and well lighted.
- –provide air curtains over the exit doors for fly prevention. Do not bypass the limit switches or turn off air curtain. To be effective, equipment must be operating. Air curtains do not replace screen doors.
- –keep screens on all openings closed. Screen doors should open outward.
- –report breaks in screens of windows and doors, cracks in walls, ceilings and floors to proper administrator.
- –report all openings around wiring, drainpipes, vents and flues so openings may be made rat proof.
- –keep food in approved containers with tight fitting lids.
- –keep the inside and outside of the building clean. Inspect frequently for rodents and insects.
- –clean up outdoor insect and rodent breeding places such as rubbish, scrap lumber and tin cans.

Many chemicals for the control of pests are available on the market today. The use of these in any food establishment is an indication of some insanitary condition.

Unless a licensed commercial exterminating firm is employed, use poisons, chemicals or insecticides only under the direction and supervision of the health authority. Approval for use should be in writing.

Intermittent insecticide dispensers shall not be installed within a radius of twelve feet of exposed food, food preparation or serving area or food contact surfaces. This includes all food equipment, utensils, tables, counters and similar articles and space used in the preparation of food and drink. These dispensers can be used only if approved by the health authority.

An ounce of prevention is worth a pound of cure. Good housekeeping is a must in controlling pests. No amount of insecticides and no extermination program can overcome the effects of poor daily housekeeping.

SANITATION RESPONSIBILITIES

Manager or Cook/Manager*

- –Call all sanitation and safety hazards to the attention of the administrator immediately.
- –Request from proper authorities the facilities, materials and supplies needed in connection with sanitation and safety.
- –Check department at regular intervals.
- –Keep up to date in matters of sanitation and safety.
- –Train personnel. Practice what you know.
- –Cooperate with others responsible for program.

School or Institution Administrator*

- –Provide facilities, materials and supplies needed.
- –Provide special personnel as needed.
- –Delegate responsibility and authority as necessary.
- –Make training possible and require participation.
- –Cooperate with child feeding personnel and others concerned.
- –Assist in making the feeding program a positive learning experience.

Health Authority

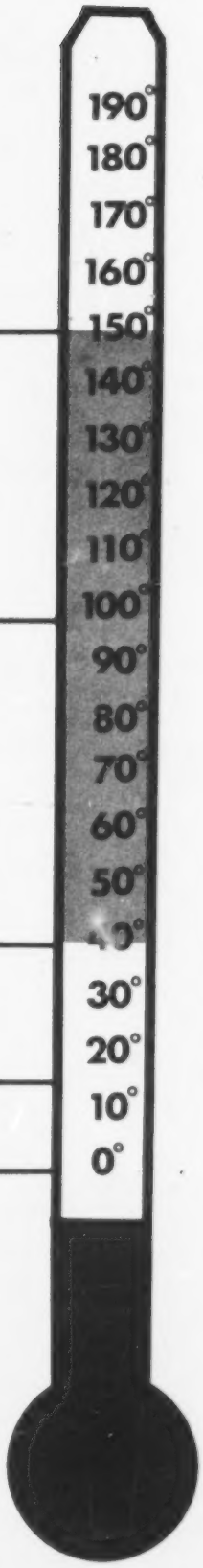
- –Inspect departments regularly.
- –Discuss improvements and problems with manager and administrator.
- –Furnish copy of inspection reports to manager and administrator.
- –Assist in securing sanitation materials and supplies.
- –Cooperate with feeding program officials in planning and conducting training program.

*Manager refers to the person responsible for preparing and serving food in a school food service department, child care center or summer feeding program. Administrator refers to the person immediately superior to the manager.

School Food Service Director or Supervisor and Service Institution Sponsor

- –Read this bulletin carefully and help personnel apply its contents to their everyday work.
- –Purchase equipment and utensils which will be smooth, easily cleanable, and resistant to wear, denting, pitting and chipping. Such equipment and utensils must be capable of withstanding scrubbing, scouring, repeated corrosive action of cleaning compounds and other normal conditions of operation and should meet National Sanitation Foundation standards. All equipment must be equipped with the essential safety devices.
- –Have equipment installed so as to facilitate its cleaning and all adjacent areas with the equipment in place.
- –Provide such detergents, cleaning compounds, abrasives, cloths and other materials as needed to perform the cleaning and sanitizing jobs.
- –Purchase food by specification to help provide for high sanitation standards.
- –Work with those concerned in developing standards, policies and practices regarding sanitation and safety.
- –Work with administrators and teachers in making the sanitation aspects of the feeding program a positive learning experience for children.
- –Solicit aid from the health authority when help is needed.
- –Assist in securing "built-in" sanitation for food service departments.
- –Plan and conduct such training programs as are necessary for the maintenance of established sanitation and safety standards.
- –Prepare or secure suitable materials for sanitation and safety education.

DANGER BY DEGREES



Disease germs are killed at 150° F.

Entire shaded area is the danger zone for food poisoning. 98.6° F is perilous. Germs need food, moisture and warmth to grow. Temperatures in the shaded area give them enough warmth to reproduce rapidly.

At 40° to 50° F certain disease germs grow slowly. Cold foods should be held and transported at 40° F or lower for maximum safety.

Disease germs do not grow from 15° to 40° F but bacteria causing off odors and taste do. Even at 0° to 15° F there is a slow chemical change in food, but not bacteria.

Frozen foods should be kept at 0° F or less.

KEEP FOOD HOT (150°)

or

KEEP FOOD COLD (40°)

or

KEEP FOOD FROZEN (0°)

or

DON'T KEEP IT LONG

THE FUNDAMENTAL FIVE OF SAFE FOOD SERVICE

These are the five fundamentals for safe, sanitary food service. Good food sanitation includes other details, but if any one of these basic five points is missing, no food service operation can be entirely safe.

1. **CLEAN HANDS** – Dirty hands spread germs. Hands and fingernails should be washed thoroughly with soap and water before work, after using toilet and every time they are soiled.

2. **CLEAN SERVICE** – Handling utensils the wrong way may spread disease. Single service items should be handled carefully to keep them sanitary. Other utensils should be washed clean, sanitized as recommended by the health authority, then carefully stored and handled.

3. **CLEAN FOOD** – Food may be infected by coughs, sneezes, handling, dirty equipment, vermin, animals and wastes. It should be protected during storage, preparation and service.

4. **RIGHT TEMPERATURE** – Cold stops germs from growing; heat kills them. Cold foods should be kept cold; hot foods should be kept hot. Prepared food never should be left standing at room temperature one unnecessary minute.

5. **HEALTHY PERSONNEL** – Food service personnel must be healthy, for colds and other diseases may be passed to others. Germs from infected cuts, pimples or boils may cause food poisoning.

Sanitation & Safety for Child Feeding Programs

DEPARTMENT
OF EDUCATION
TALLAHASSEE
FLORIDA
FLOYD T. CHRISTIAN
COMMISSIONER

This public document was promulgated at an annual cost of $6,703.54 or $.67 per copy to provide approved and acceptable sanitation and safety procedures to the child nutrition programs in Florida.